

**AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE  
AUTHORITY, HELD ON THE 2<sup>ND</sup> DAY OF AUGUST 2010, 7:00 P.M., COUNTY  
ADMINISTRATION CONFERENCE ROOM, MONTGOMERY COUNTY GOVERNMENT  
CENTER, CHRISTIANSBURG, VIRGINIA:**

<b>PRESENT:</b>	Gary Creed	-Chair
	James Politis	-Vice Chair
	Mary Biggs	-Secretary-Treasurer
	Annette Perkins	-Member
	John Muffo	-Member
	William Brown	-Member
	Doug Marrs	-Member
	Robert C. Fronk	-PSA Director
	Linda Pendleton	-Secretary to PSA Board
	Craig Meadows	-County Administrator
	Marty McMahon	-County Attorney
	Malvin Wells	-Planning Commission

**CALL TO ORDER**

Chair Creed called the meeting to order and determined that a quorum was present.

**PUBLIC ADDRESS SESSION**

**Mr. Samuel Young**, 4025 Bradford Lane, requested the Board improve the water situation on Route 114. When he connected to the sewer years ago, he was told that water was going to be provided by a grant, which was never done. He recently received a letter stating that he would have to pay for installing the water. He is currently paying a sewer only bill, and is paying more for sewer than most people are paying for water and sewer. He feels that the water from the Arsenal is contaminated and has made people in the area sick. He wants to know what the PSA was going to do about providing water to citizens on 114.

**Mr. Richard Shelton**, County Treasurer, informed the Board that as of January 1, 2011, the Treasurer's office will not be taking any PSA payments due to personnel cuts. By the end of December 2010, he will lose five positions. Due to these shortages, his staff will no longer have time to take payments for the Public Service Authority. He is requesting that the PSA/Board of Supervisors consider providing his department additional funds in order to reinstate one of the employees that he will be losing.

Chair Creed informed Mr. Shelton that he would have an answer within a month.

**CONSENT AGENDA**

On a motion by Annette Perkins, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated August 2, 2010.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
James Politis		
Annette Perkins		
William Brown		

Doug Marrs  
Mary Biggs  
Gary Creed

**APPROVAL OF MINUTES  
DATED JUNE 7, 2010**

On a motion by Annette Perkins, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated June 7, 2010.

**R10-08-1  
RESOLUTION ACCEPTING ELLISTON-SHAWSVILLE  
ELEMENTARY SCHOOL PROJECT SEWER FACILITIES  
CHattel DEED**

On a motion by Annette Perkins, seconded by William Brown, and carried;

IT WAS RESOLVED, by the Board of Directors of the Montgomery County Public Service Authority, that the Board of Directors hereby agree to accept the Chattel Deed for the Elliston-Shawsville Elementary School Project sewer facilities; and, that said Chattel Deed provides fee simple transfer of the constructed sewer lines, pump stations, valves, fittings, laterals, connections, and any and all equipment and appurtenances to the Montgomery County Public Service Authority. The Chattel Deed is hereby attached and made part of this Resolution by reference.

BE IT FURTHER RESOLVED, that the Chair of the Montgomery County Public Service Authority is hereby authorized to sign the above referenced Chattel Deed for the purpose of acknowledging acceptance of the Deed on behalf of the Directors of the Montgomery County Public Service Authority.

The vote on the forgoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
James Politis		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

**APPROVE VIRGINIA DEPARTMENT OF HEALTH PLANNING GRANT – SHAWSVILLE  
WELL DEVELOPMENT**

**R10-08-2  
RESOLUTION APPROVING A VIRGINIA DEPARTMENT OF HEALTH  
PLANNING GRANT APPLICATION FOR THE  
SHAWSVILLE WELL DEVELOPMENT  
IN AN AMOUNT UP TO \$30,000**

On a motion by James Politis, seconded by John Muffo, and carried, IT WAS RESOLVED, that the Montgomery County Public Service Authority (PSA) has identified portions of the water system that need repair or improvement; and

WHEREAS, the Virginia Department of Health office of Drinking Water Planning Grant Program provides funding for projects such as this one; and

WHEREAS, the Montgomery County PSA Board of Directors has reviewed project-planning material and found that the pre-requirements for the Planning Grant Program have been met for submitting a funding application.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County PSA Board of Directors hereby agrees to seek funding from the Virginia Department of Health Office of Drinking Water for the Shawsville Well Development in an amount up to \$30,000.

BE IT FURTHER RESOLVED, that the PSA Director shall immediately begin to process a funding application for this project and be authorized to execute any and all documents to accept such funding contingent upon review and concurrence by the PSA Attorney.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
James Politis		
Annette Perkins		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

**APPROVE VIRGINIA DEPARTMENT OF HEALTH PLANNING GRANT – PRICES FORK AND PLUM CREEK WATER SYSTEM INTERCONNECT AND PUMP STATION**

**R10-08-3**

**RESOLUTION APPROVING A VIRGINIA DEPARTMENT OF HEALTH PLANNING GRANT FOR THE PRICES FORK TO PLUM CREEK WATER SYSTEM INTERCONNECT AND PUMP STATION IN AN AMOUNT UP TO \$30,000**

On a motion by James Politis, seconded by Doug Marrs, and carried; IT WAS RESOLVED, that the Montgomery County Public Service Authority (PSA) has identified portions of the water system that need repair or improvement; and

WHEREAS, the Virginia Department of Health office of Drinking Water Planning Grant Program provides funding for projects such as this one; and

WHEREAS, the Montgomery County PSA Board of Directors has reviewed project-planning material and found that the pre-requirements for the Planning Grant Program have been met for submitting a funding application.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County PSA Board of Directors hereby agrees to seek funding from the Virginia Department of Health Office of Drinking Water for the Prices Fork to Plum Creek Water system Interconnect and Pump Station in an amount up to \$30,000.

BE IT FURTHER RESOLVED, that the PSA Director shall immediately begin to process a funding application for this project and be authorized to execute any and all documents to accept such funding contingent upon review and concurrence by the PSA Attorney.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		
James Politis		

Annette Perkins  
William Brown  
Doug Marrs  
Mary Biggs  
Gary Creed

## **REVIEW WATER METER INSTALLATION COSTS FOR SEWER ONLY/FLAT RATE ACCOUNTS**

After discussion by the Board, the Director was instructed to prepare a policy concerning the water meter installation costs for sewer only/flat rate accounts for review at the next PSA meeting.

## **PRELIMINARY WATER AND SEWER AGREEMENTS – TOWN OF CHRISTIANSBURG**

The Board requested that the County Attorney to revise the draft agreements into a legal format and then review the draft agreements with the Attorney for the Town of Christiansburg. The revised draft agreements are to be presented to the Board during the September PSA meeting for review and discussion.

## **FINANCIAL REPORT**

The financial report for period ending July 31, 2010, was presented for review and discussion.

## **DIRECTOR'S REPORT**

The Director's Report included the following items:

1. Monthly Activities Report  
The July 2010 report was presented for review.
2. Blacksburg-VPI Sanitation Authority Temporary Flow Monitoring  
The Director presented the results of the flow monitoring study performed by the Blacksburg-VPI Sanitation Authority (BVPISA) using multiple sewer meters to evaluate billing based upon sewer flows instead of the currently procedure that uses bulk water meter readings. An additional meeting is scheduled August 13, 2010 to review sewer metering and billing procedures. This evaluation indicated projected annual savings of \$57,750 (\$38,500 x 1.5 surcharge) to the PSA for 2010. These projected savings are equal to 25% of the 2009 annual payments and 40% of the 2008 annual payments. This evaluation also identified Inflow and Infiltration (I&I) of 1.58 million gallons per day (MGD) of the total flow treated of 6.71 MGD solely in the BVPISA lines.
3. FY10 Water Purchase to Sales Comparison  
The Director presented the water purchase to sales comparisons for the period from July 1, 2009 to June 30, 2010.
4. FY10 Sewer Purchase to Sales Comparison  
The Director presented the sewer purchase to sales comparisons for the period from July 1, 2009 to June 30, 2010.
5. Warm Hearth Sewer Pump Station Replacement Project  
The new pump station project is now complete. It has been on-line and properly operating since April 28, 2010.
6. OSHA Inspection of the Riner Sewage Treatment Plant  
On July 8, 2010, an OSHA inspector conducted an inspection of the Riner Sewage Treatment Plant and found one violation. The Director presented copies of the report. The violation has been corrected and reported to OSHA.

7. Brake Road Pump Station and Water Tank  
Sometime during Saturday June 12, 2010, the PSA experienced a control circuit malfunction that resulted in the Brake Road water pump station running continuously until Monday June 14, 2010. The PSA lost about 850,000 gallons of water that overflowed from the water tank. There was no property damage from the water. The problem was traced to a faulty telephone line/circuit. This issue was turned into our insurance company who paid \$1,478.10 on the claim.
8. PSA Payment Collections by Treasurer's Office  
On July 27, 2010, the PSA Director was informed by the Montgomery County Treasurer, that due to upcoming budget cuts, the Treasurer's Office will not accept and process PSA customer payments starting January 1, 2011. The current volume of payments processed in the Treasurer's Office is from 400 to 500 per month.  
The Finance Director had indicated that the Finance Department should be able to process the payment volume currently handled by the Treasurer's Office. Duties may need to be reassigned to accommodate the additional work load.
9. Delinquency Letters  
The PSA currently sends notices to all customers who do not make payment by the due date. On average, the PSA sends 383 "delinquency letters" per month at an estimated annual cost of \$4,350. The PSA is not required to send the "delinquency letters" as the monthly utility bill lists the due date and cut-off date. For the first six months of 2010, the PSA has averaged 23 cut-offs per month.  
It was the consensus of the Board to keep sending these delinquency letters.
10. Huckleberry Ridge Development  
This proposed 366-unit residential subdivision on 60+ acres is located at the southeastern corner of Merrimac and Hightop Roads. A request for water and sewer service for 250 units was received in April 2010. During the review for service, it was determined that there may be issues relative to the service area. The PSA Director met with the Blacksburg Town Manager to review, and afterwards, submitted a request to revise the boundary of the service area agreement.
11. Proposed Mid-County Development  
The PSA Director was contacted by a developer relative to a property in the Mid-County area. While the property is within the boundaries of an existing water and sewer service area agreement, it may be more practical to provide water and sewer from another source that is much closer to the property. The PSA Director met with the Blacksburg Town Manager to review, and afterwards, submitted a request to clarify service conditions.
12. Water Break – McCoy Road  
On July 28, 2010, the PSA experienced a water break on the six-inch waterline along McCoy Road. The crew was on-site by 7:00 p.m. and worked several hours replacing approximately 20 feet of line.
13. Susan Parker – Freedom of Information Requests  
The Director informed the Board that he had received and responded to two freedom of information requests from Ms. Parker in reference to her falling into her meter box.
14. Duncan Sewer Accounts – Route 460  
The Director informed the Board that Mr. Duncan had not been billed for two sewer accounts on Route 460. These connections were made in 2006, work orders turned in, but accounts were never activated by the customer.  
It was the consensus of the Board to send Mr. Duncan a bill, less penalties, for sewer service over the entire period.

## **AUTHORITY MEMBERS' REPORT**

There were no reports from Board members.

## **ADJOURNMENT**

There being no further business, the Chair adjourned to the next meeting scheduled for Tuesday, September 7, 2010, 7:00 p.m.